

Starting A New Report

If you are looking to start a new Annual Utilization Report for your facility, follow the steps below.

1. Login in to the ALIRTS by clicking **“Login”** in the navigation panel on the left side of the screen.

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Welcome to **California**

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ALIRTS Help

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Login

Advanced Search

Check Browser

ALIRTS Home

Welcome to ALIRTS

The Automated Licensing Information and Report Tracking System (ALIRTS) contains license and utilization data information of healthcare facilities in California.

Search

My CA ALIRTS

OSHPD

2. Enter your login on the **“Login”** line and your password on the **“Password”** line

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Welcome to **California**

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alirts

ALIRTS Login

This page is used for: 1) establishing an ALIRTS account; and 2) submitting annual utilization reports. Only licensed healthcare facilities are authorized to use ALIRTS to submit and/or revise their utilization reports.

Enter the Login ID and Password furnished to your facility by OSHPD. If you do not have this information, please contact the ALIRTS support line at (916) 326-3854. After your initial logged in, you are required to create an OSHPD ALIRTS Account Administrator (OAAA) who will be responsible for the facility. The OAAA can either submit the utilization report or create Report Preparer(s) to submit the report.

The OAAA and/or Report Preparer must log into ALIRTS to submit and/or revise the annual utilization report.

This system is monitored for information security and proper usage. Your use of this system constitutes your consent that all of your system activities can be monitored. All other access is unauthorized and unlawful. Unauthorized use may be subject to California Penal Code Section 502.

By logging on I acknowledge I have read and understand the above statement.

Login ID: johnsmith106

Password: *****

Login Cancel

Lost your password or login?

If you forgot your login, see the **“Forgot Your Login?”** worksheet

- After you are logged in, you should see **"You are logged in as:"** with your username below it in red, if not go back to step 1.

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Welcome to *California*

You are logged in as: **johnsmith106**

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ALIRTS Home

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☐ My CA ☒ ALIRTS

OSHPD

- Type in your OSHPD ID # in the search box then click **"Search"**

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OSHPD

- The next screen should show your facility's information such as: license number, facility name, OSHPD ID number, facility type, and the two actions, **"View License"** or **"View Reports"**.

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ALIRTS License Facility Search Results

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[Printer Friendly Version](#)

1 Results found for '106340913'

License	Facility Name	OsHPD ID	Type	Action
030000052	KAISER FOUNDATION HOSPITAL - SACRAMENTO 2025 MORSE AVENUE SACRAMENTO, CA 95825 Licensee: KAISER FOUNDATION HOSPITALS	106340913 Open	General Acute Care Hospital	View License View Reports

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6. To create a new report, click “View Reports” in the “Action” box on the page showing your facility

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License	Facility Name	Oshpd Id	Type	Action
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7. You should be on this page:

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(Submit/View Report)

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OSHPD ID: 106340913

Facility: KAISER FOUNDATION HOSPITAL - SACRAMENTO

Select 'View' or 'Revise' from the Facility Reports table to view or modify a specific report. To start a new report, select the appropriate reporting year from the Report Year drop-down-box, and click on the 'New Report' button.


Report Year:

Report Year	Op. Per. Start:	Op. Per. End:	Status	Action
2002	1/1/2002	12/31/2002	Submitted Original	View
2003	1/1/2003	12/31/2003	Submitted Original	View
2004	1/1/2004	12/31/2004	Submitted Original	View
2005	1/1/2005	12/31/2005	Submitted Original	View
2006	1/1/2006	12/31/2006	Submitted Original	View
2007	1/1/2007	12/31/2007	Submitted Original	View
2007	1/1/2007	12/31/2007	Submitted Revision	View
2008	1/1/2008	12/31/2008	Submitted Original	View
2009	1/1/2009	12/31/2009	Submitted Original	View
2010	1/1/2010	12/31/2010	Submitted Original	View
2010	1/1/2010	12/31/2010	Submitted Revision	View
2011	1/1/2011	12/31/2011	Submitted Original	View
2012	1/1/2012	12/31/2012	Submitted Original	View
2013	1/1/2013	12/31/2013	Submitted Original	View
2014	1/1/2014	12/31/2014	Submitted Original	View Revise
2015	1/1/2015	12/31/2015	Submitted Original	View Revise

- Go to the drop-down box, and select the year for which you will be submitting the report, then click **"New Report"**


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Select 'View' or 'Revise' from the Facility Reports table to view or modify a specific report. To start a new report, select the appropriate reporting year from the Report Year drop-down-box, and click on the 'New Report' button.

Report Year:

2002_hosp
2003_hosp
2004_hosp
2005_hosp
2006_hosp
2007_hosp
2008_hosp
2009_hosp
2010_hosp
2011_hosp
2012_hosp
2013_hosp
2014_hosp
2015_hosp
2016_hosp

New Report

Report Year	Op. Per. Start:	Status	Action
2002	1/1/2002	Submitted Original	View
2003	1/1/2003	Submitted Original	View
2004	1/1/2004	Submitted Original	View
2005	1/1/2005	Submitted Original	View
2006	1/1/2006	Submitted Original	View
2007	1/1/2007	Submitted Original	View
2007	1/1/2007	Submitted Revision	View
2008	1/1/2008	Submitted Original	View
2009	1/1/2009	Submitted Original	View